

S-E-C-R-E-T

CODIB-D-111/1.3/9  
5 December 1966

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

Foreign Publications Subcommittee

1. Organization and Composition

a. A Foreign Publications Subcommittee of CODIB is hereby established pursuant to USIB-D-39.7/19, dated 25 October 1966.

b. The Subcommittee shall include a representative from each CODIB-member department or agency knowledgeable in foreign publication procurement, processing, and related organizational responsibilities. Other agencies may be represented with the approval of CODIB.

c. The Chairman of the Foreign Publications Subcommittee shall be appointed by CODIB from one of the member agencies with the approval of his appropriate superior officials.

d. CODIB Support Staff will provide an executive secretary for the Foreign Publications Subcommittee for the purpose of preparing agenda, recording minutes and performing other support functions as appropriate.

2. Mission

To provide overall community planning and coordination in the area of foreign publication exploitation, including the determination of user requirements, publication procurement, and the processes involved in:

- a. preparing announcement vehicles
- b. disseminating, translating, extracting, abstracting and summarizing foreign publications
- c. storing foreign publications and their proxies for retrieval.

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Group 1  
Excluded from automatic  
downgrading and  
declassification.

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### 3. Functions

a. Provide a coordinating mechanism to stimulate, develop, and maintain cooperative programs to meet pressing needs in exploiting foreign publications.

b. Stimulate coordination and seek compatibility in automation efforts both between exploiting organizations themselves and between these and information retrieval activities.

c. Sponsor development of an unambiguous Russian-English transliteration system for use in mechanized systems.

d. Sponsor development of a community system, preferably automated, for bibliographic control of foreign publications of intelligence value.

e. Provide a forum for exchange of ideas, techniques, and information on developing systems involving foreign publications and their exploitation.

f. Provide a central point or points for dealing with the Clearinghouse in Commerce on listings and copies of translations produced by the community and available for general release.

g. Develop a community plan for the coordinated procurement and processing of hard-to-get items. In this regard, the Subcommittee should consider continuing the presently established interim working group as a permanent working group under its direction. Collaboration with the Inter-Agency Map and Publication Acquisition Coordinating Committee (IMPACC) is considered essential in procuring hard-to-get items.

### 4. Reports

The Subcommittee will submit status reports to CODIB as requested and on its own initiative.

  
Chairman, CODIB

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Limited Distribution**


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COMMITTEE ON DOCUMENTATION**

**Foreign Publications Subcommittee**

1. Attached is a CODIB Support Staff draft of a charter for the Foreign Publications Subcommittee.

**CODIB Action Requested**

2. CODIB members are requested to advise the Secretariat by close of business 22 December 1966 of their concurrence or other views concerning this draft.

  
Daniel H. Gagon  
Acting Secretary

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